

## **Amendment Fee Procedural Change**

Effective, May 8, 2012, the clerk's office will modify its amendment fee procedure in accordance with the Miscellaneous Fee Schedule approved by the Judicial Conference. The Fee Schedule requires the clerk's office to collect a \$30 fee for each docketed amendment to a debtor's schedules of creditors or lists of creditors, including amendments to schedules D, E, and F and uploading creditors into CM/ECF after the initial creditors have been uploaded. The \$30 fee is also collected when additional creditors are filed in conventional paper format.

The amendment fee is assessed per filing. For example, even if the amendment contains more than one change to the list of creditors, only one fee is charged. The fee is charged for an amendment to add creditors, delete creditors, change the amount of a debt, or change the classification of a debt.

The CM/ECF system will charge the ECF filer for each amendment docket entry. The number of schedules that are amended by the same filing/docket entry is irrelevant. For example, when a filer uses one docket entry to docket amended schedules D, E and F, CM/ECF will charge one \$30 fee. If the amended D, E, and F schedules are docketed separately, CM/ECF will charge a \$30 amendment fee for each of the docket entries (for a total of \$90 in fees). Another example is when a filer uploads 19 additional creditors at the same time, CM/ECF will charge one \$30 fee. If the filer later uploads 3 additional creditors at one time in the same case, another \$30 fee will be charged because the mailing matrix is being amended again.

No fee is due when the purpose of the amendment is to change the address of a creditor or an attorney for a creditor listed on the schedules or to add the name and address of an attorney for a creditor listed on the schedules. No fee is due when post-petition schedules are filed after a conversion from chapter 13 to chapter 7. Further, no fee will be assessed when the ECF Filer uses the event "Balance of Schedules" to file schedules in an incomplete case. There is no fee assessed when the "Post Conversion Schedules" event is used.

Contact the ECF Help Desks in Seattle and Tacoma with any questions regarding amendment fees. For Seattle cases call (206) 370-5280 or email [ECFHelp\\_Seattle@wawb.uscourts.gov](mailto:ECFHelp_Seattle@wawb.uscourts.gov). For Tacoma cases call (253) 882-3939 or email [ECFHelp\\_Tacoma@wawb.uscourts.gov](mailto:ECFHelp_Tacoma@wawb.uscourts.gov).